

**Prudence Island Water District Board of Directors**  
**Minutes of Meeting held 6/02/12**

Meeting called to order at 1:00 p.m. Present were Moderator Harry Sterling; Board Members George Dechambeau (Treasurer), Martha Fuller (Clerk), Philip Brooks, and David Buffum. A quorum was present. Also present, Steve Levy, System Manager Will Capron, Office Manager/Bookkeeper Donna Hammann.

**Approve Minutes.** Philip Brooks moved, David Buffum seconded, to approve the minutes of May 5. Harry Sterling, David Buffum, Philip Brooks, George Dechambeau in favor, Martha Fuller abstained.

Philip Brooks moved, David Buffum seconded, to approve the minutes of May 19. Harry Sterling, David Buffum, Martha Fuller, George Dechambeau in favor, Philip Brooks abstained.

**Presentation by Steve Levy, Atlantic States Rural Water and Wastewater Association.**

A confidential income survey has been sent to all year-round customers of PIWD, to prepare for grant applications to U.S. Department of Agriculture, Rural Development, and for a Community Development Block Grant (CDBG). Each agency has its own requirements: USDA bases grants on median household income, CDBG requires 51% below a certain level. May also consider Rhode Island State Revolving Fund. To be valid, there must be responses from 90% of the 45 surveyed. Application for CDBG must go through the town of Portsmouth. In preparing for a new Broadway Tank, and for application to USDA, RD, we must have detailed engineering plans, so the next step is to hire an engineer who is experienced in working with USDA. Steve Levy suggested that we distribute a request for qualifications, which Steve Levy will prepare by June 30. We can issue this request in early July, review possibilities in July, hire an engineer in August, and apply to USDA in the Fall.

**Treasurer's Report.** Distributed. Martha Fuller moved, Philip Brooks seconded, to approve. Passed unanimously.

**Past due accounts report.** Most past due accounts have now been paid.

**Letter to be sent with July bill, forgiving past penalty charges.** Martha Fuller moved, David Buffum seconded, to approve the letter as edited. Passed unanimously.

**Review 5/19 meeting – desalinization.** The Board needs to keep current on possible sources of funds to support new sources of water: desalinization, new wells, etc.

**Facilities Improvement Plan—**The RI DOH will pay for a facilities improvement plan to be developed. They contract with Northeast Water Solutions to prepare this plan, in consultation with the Board. Larry Anderson, VP of Northeast Water Solutions, will meet with us at the June 30 Board meeting to begin the process.

**Office Manager/Bookkeeper's report.** Distributed.

Citizens Bank	\$140,089.26
Undeposited	1,559.61
Total	141,648.87

Looking into interest-bearing account at Citizens. Should be able to set it up by mid-July.

**Moderator's Report.** Distributed.

**System Manager's Report.** All but 35 feet of the waterline has been installed on the Allen Lane job. Conditions are difficult, with a lot of ledge to break up on a sunken road on a steep hill. Took three days to cross Hillside Road.

Grass needs mowing in all installations and undeveloped roads with waterlines.

The Cubellises have wired the new pump at the Broadway pumphouse.

May report absent of bacteria. Streamflow and well monitoring done.

Posted shutoff notices at delinquent customers' houses.

04 Beach Road: the customer excavated, System Manager replaced valve.

A curb stop is needed at the Mossop residence, 03 Beach Road; will be installed.

During April drought, had to use #4 Indian Spring well. Have not needed it in May.

Carpenter ants moved into the Indian Spring pumphouse. Extensive spraying removed them. Need to spray around the pumphouse for ticks.

**Adjournment.** Martha Fuller moved, David Buffum seconded. Approved unanimously.